



"Friday Letter"

**To the Board of Directors
November 30, 2012**

From: Rick Howard, General Manager

General Manager/Administration:

- ✓ This week has been extremely busy with activities associated with the purchase of the athletic club parcel. Progress continues to be met.
- ✓ Next Friday, December 7, 2012 is our annual "Vendor Appreciation" recognition event. The event is a drop-in and will consist of a continental breakfast (bagels, muffins, coffee, etc). Please stop by and have a cup of coffee!
- ✓ The new phone system was installed yesterday, and it appears to be functioning as intended. The final "porting" will take place next week. Once that occurs, the new system will be completely phased in and the old residential system will be retired. The staff will have "DID's", or Direct-In-Dial numbers and you will be able to reach us without going through the receptionist. The employee listing will be made available to you once we have everything in place and all the DID's are operational. This is a big improvement for us and the staff is appreciative of the Board's authorization to move forward with the new system.
- ✓ Board Member Elect Pease will be assuming his position as a Board member at noon on Friday December 7th, consistent with CSD law that new board members assume office at noon the first Friday in December.
- ✓ I'd like to personally thank Board Member Mattison for his service on the Board, and for his enthusiasm and guidance. I'm certain that once Jim has left the Board he will continue to remain involved in community wide activities.
- ✓ I'd like to acknowledge and congratulate Calista for celebrating her 13th anniversary with the District on December 1, 2012! Congratulations Calista!
- ✓ Oliver celebrated his 9th birthday yesterday. He celebrated by taking a nap! Happy Birthday Ollie!



Water and Wastewater Services

- ✓ Conco West has completed the Dewatering Project at WWTP#2, less punch list items and the concrete pour for the wall on the 4th solar pad.
- ✓ While Veolia was flushing sewer mains this week, they encountered a sewer main that appears to have a separation in the pipe fitting in Lido Circle. Further investigation needs to take place, but if it is a failure, it will be necessary to replace that section of pipe. I will keep you posted.
- ✓ A suitable site for Well 7 continues to be difficult to pin down. We are continuing to assess a variety of locations that are in proximity to the Newport Water Treatment Plant. I will continue to keep you posted.

Parks and Landscape Services

- ✓ The new picnic tables have all been assembled, the old tables removed, and the new ones placed at Cornell Park. The stand alone benches will be installed once there is a break in the weather as they require concrete bases. When the staff removed the old benches, most of them broke apart. There were, however three that were salvageable. Two of those were donated to the Byron Boys Ranch and one is here at the District Office.
- ✓ As I'm certain you have noticed, the holiday lighting displays have been installed. The new banners, however, were delayed due to concerns from the County that have since been completely resolved. The banners are scheduled for installation Monday, weather permitting.

Important Dates

Upcoming important dates are as follows:

- Annual Christmas Parade – Saturday, December 1, 2012 at 5:00 p.m.
- CSD Regular Board Meeting – Wednesday, December 5, 2012 at 7:00 p.m.
- Vendor Appreciation Event – Friday, December 7, 2012 from 9:00 a.m. to 11:00 a.m.
- Lighted Boat Parade – Saturday, December 8, 2012